



CALIFORNIA DEPARTMENT OF

Mental Health

www.dmh.ca.gov

CONTINUOUS TESTING

OPEN SPOT FOR ATASCADERO, COALINGA, METROPOLITAN, NAPA, AND PATTON STATE HOSPITALS AND SALINAS VALLEY AND VACAVILLE PSYCHIATRIC PROGRAMS

SENIOR PSYCHOLOGIST (HEALTH FACILITY) (SUPERVISOR)

The Department of Mental Health is an Equal Employment Opportunity employer committed to ensuring the rights of every applicant and employee to work in an environment free from unlawful discrimination and harassment and without regard to race, color, sex/pregnancy, gender, age (40 and above), religion, marital status, national origin, ancestry, disability (mental and physical, including HIV/AIDS), medical condition (i.e., cancer or genetic characteristics), political affiliation or opinion, or sexual orientation.

It is the objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

EXAMINATION TYPE

This is an open spot (locations listed above) examination for the Department of Mental Health. Examination and/or Employment Applications will not be accepted on a promotional basis. Career credits do not apply.

HOW TO APPLY

Please submit an Examination and/or Employment Application (STD. 678) form to **ONE** address indicated below. Do not submit multiple Examination and/or Employment Application forms; you must choose the location that you are willing to work in to submit your Examination and/or Employment Application form. **DO NOT SUBMIT EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO THE STATE PERSONNEL BOARD.**

NOTE: All Examination and/or Employment Application forms must include: "to" and "from" dates (month/day/year); time base; and civil service class titles. Examination and/or Employment Application forms received without this information will be rejected. Resumes will not be accepted in lieu of a completed Examination and/or Employment Application (STD. 678) form.

WHERE TO APPLY

MAIL OR HAND DELIVER EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO:

**ATASCADERO STATE HOSPITAL
EMPLOYMENT OFFICE
10333 EL CAMINO REAL
P.O. BOX 7005
ATASCADERO, CA 93423-7005
(805) 468-3384 / TDD (805) 468-2009**

**COALINGA STATE HOSPITAL
SELECTION SERVICES UNIT
24511 WEST JAYNE AVENUE
P.O. BOX 5002
COALINGA, CA 93210
(559) 935-4305 / TDD (559) 935-7120**

**METROPOLITAN STATE HOSPITAL
SELECTION SERVICES UNIT
11401 SOUTH BLOOMFIELD AVENUE
NORWALK, CA 90605
(562) 863-7011 / TDD (562) 863-1743**

**NAPA STATE HOSPITAL
PERSONNEL OFFICE
2100 NAPA-VALLEJO HIGHWAY
NAPA, CA 94558-6293
(707) 253-5611 / TDD (707) 253-5768**

**PATTON STATE HOSPITAL
HUMAN RESOURCES-EXAMS/HIRING
3102 EAST HIGHLAND AVENUE
PATTON, CA 92369
(909) 425-7000 / TDD (909) 862-5730**

**SALINAS VALLEY PSYCHIATRIC PROGRAM
SELECTION SERVICES UNIT
P.O. BOX 1080
SOLEDAD, CA 93960
(831) 678-5500**

**VACAVILLE PSYCHIATRIC PROGRAM
SELECTION SERVICES UNIT
P.O. BOX 2297
VACAVILLE, CA 95696-2297
(707) 449-6514**

EXAMINATION ELIGIBILITY LIMITATION

A candidate may be tested only once during any testing period. The testing period for this classification is once every 12 months. If you have taken an examination for this classification with the Department of Mental Health, Atascadero, Coalinga, Metropolitan, Napa or Patton State Hospitals or with Salinas Valley or Vacaville Psychiatric Programs, within the last 12 months, you are not eligible to compete in this examination.

FINAL FILE DATE

Continuous Testing – No Final File Date. Testing is considered continuous as dates can be set at any time.

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

SENIOR PSYCHOLOGIST (HEALTH FACILITY) (SUPERVISOR)

XL42/9831/8MHSU

Final Filing Date: Continuous

SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark "yes" on Question #2 on the Examination and/or Employment Application form. The Selection Services Unit will contact you to make special testing arrangements.
IDENTIFICATION REQUIRED	Note: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
EXAMINATION DATES	Qualifications Appraisal: Interviews are scheduled as conditions warrant. Candidates are notified, by mail, a minimum of two (2) weeks prior to their scheduled interview.
SALARY RANGE	\$5,716 - \$9,616, per month (salary may not reflect recent changes in law)
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your Examination and/or Employment Application form indicates that you have <u>read</u> , <u>understood</u> , and <u>possess</u> the basic qualifications required. NOTE: All competitors must meet the education and/or experience requirements for this examination by the testing deadline established by the testing office.
MINIMUM QUALIFICATIONS	License: Possession of a valid license as a Psychologist issued by the California Board of Psychology and possession of an earned Doctorate Degree in Psychology from an educational institution meeting the criteria of Section 2914 of the Medical Board of California's Business and Professions Code. Individuals who do not qualify for licensure by the California Board of Psychology or who are in the process of securing this license will be admitted into the examination; however, applicants must first secure a license to practice as a psychologist in California before they will be eligible for appointment. and Experience: Either 1. One year of experience in the California state service performing the duties of a Psychologist (Health Facility) (any specialty), or Staff Psychologist (any specialty); or 2. Two years of postdoctoral, postinternship experience in the practice of psychology involving assessment and treatment and either training, research, consultation, or program planning in mental health services. *NOTE: Assembly Bill 1975 of 2000 extended the timeframes a psychologist can work without licensure from two to three years and deleted the authority to extend the waiver of licensure for one additional year. (The class specification, which has not yet been updated, will be revised in the future to reflect these requirements.)
SPECIAL PERSONAL CHARACTERISTICS	Scientific and professional integrity; emotional stability; patience; alertness; tact; and demonstrated leadership ability.
POSITION DESCRIPTION	Under general direction to (1) perform difficult and responsible assignments relating to psychological assessment and treatment and either (a) assist in the direction of the psychology program of a health facility, or (b) plan, organize, develop, and direct a psychology program similar in size and nature at a health facility; or (2) plan, organize, and coordinate a special patient treatment program which utilizes psychological techniques as its main nonmedical emphasis at a health facility, and coordinate the work of treatment staff of various clinical specialties and volunteers in the program. In addition, incumbents, as needed, serve as a departmentwide expert and psychology consultant in a specific psychology discipline; and do other related work.
POSITION LOCATION(S)	Positions exist at the locations noted on the first page of this bulletin.
EXAMINATION INFORMATION	This examination will consist of a Qualifications Appraisal Panel interview only, weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. <i>Candidates who do not appear for the interview will be disqualified.</i>
EXAMINATION SCOPE	Qualifications Appraisal – Weighted 100% Knowledge of: 1. Principles, techniques, and problems in developing and coordinating a specialized psychological treatment program. 2. Principles, techniques, and trends in psychology with particular reference to normal and disordered behavior, human development, motivation, personality, learning, individual differences, adaptation and social interaction. 3. Methods for the assessment and modification of human behavior. 4. Characteristics and social aspects of mental and developmental disabilities.

SEE NEXT PAGE FOR ADDITIONAL INFORMATION

5. Research methodology and program evaluation.
6. Institutional and social process, group dynamics.
7. Functions of psychologists in various mental health services.
8. Current trends in the field of mental health.
9. Professional training.
10. Principles of personnel management and supervision.
11. Community organization and allied professional services.
12. State and departmental equal employment opportunity policies.
13. A manager's/supervisor's responsibility for promoting equal opportunity in hiring and employee development and promotion, and for maintaining a work environment that is free of discrimination and harassment.

Ability to:

1. Plan, organize, direct, or coordinate a specialized psychological treatment program involving members of other treatment disciplines.
2. Provide professional consultation and program leadership.
3. Supervise consultation and program leadership.
4. Supervise professional staff.
5. Teach and participate in professional training.
6. Recognize situations requiring the creative application of technical skills.
7. Develop and evaluate creative approaches to the assessment, treatment, and rehabilitation of mental disabilities, to the conduct of research, and to the development and direction of a psychology program.
8. Plan, organize, and conduct research, data analysis, and program evaluation.
9. Conduct the more difficult assessment and psychological treatment procedures.
10. Analyze situations accurately and take effective action.
11. Communicate effectively.
12. Understand and effectively carry out State and departmental equal employment opportunity policies.
13. Effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment.

ELIGIBLE LIST INFORMATION

Departmental open eligible lists will be established for the Department of Mental Health for each location listed on this bulletin. Names of successful competitors are merged onto the lists in order of final scores, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the lists warrant a change in this period.

VETERANS PREFERENCE

Veterans preference credit will not be granted in this examination since it does not qualify as an entrance examination under the law.

GENERAL INFORMATION

For an examination without a written feature it is the competitor's responsibility to contact the Department of Mental Health, Selection Services Unit at (916) 654-2351 three weeks after the application deadline date if she/he has not received a progress notice.

If a competitor's notice of oral interview or performance test fails to reach her/him prior to the day of the interview due to a verified postal error, she/he will be rescheduled upon written request.

Examination and/or Employment Application (STD. 678) forms are available at the State Personnel Board, local offices of the Employment Development Department, the Department of Mental Health, and accessible on the internet at www.spb.ca.gov.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Competitors who pass will be ranked according to their scores.

The Department of Mental Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of competitors and conditions warrant. Ordinarily oral interviews are scheduled in Sacramento. However, locations of interviews may be extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

DEPARTMENT OF MENTAL HEALTH

1600 9th Street, Room 121
Sacramento, CA 95814

TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.
From TDD Phones: 1-800-735-2929
From Voice Phones: 1-800-735-2922